

From: Zuromsky, Maureen <Maureen.Zuromsky@umassmed.edu>
Sent: Thursday, December 27, 2018 11:58 AM
To: Choi, Candice
Cc: Berryman, Jennifer; Shelton, Mark (Communications); Healy, James
Subject: RE: Public Records Cost Estimate

Dear Ms. Choi:

We have obtained additional information from UMMS⁰ Office of IT Security and are now able to able to provide you with this response to your recent questions.

The UMMS employees utilized to perform the IT activities directly correlate to the types of skills required for these activities. As you can understand, UMMS adheres to the appropriate segregation of duties related to technical systems, which is why there are separate individuals with access to our servers. This is reflected in the use of two individuals to perform the search, segregation, and review activities of information within our systems.

With regard to your query for the amount of time required to perform the search, a review of the cost estimate revealed that there was a typo in the number of hours for this line item. We apologize for this unintended error. The total hours for this activity should have been stated as ten (10) hours. As such, UMMS has amended the good faith cost estimate as follows:

The amended good faith estimate of the fees necessary to produce the records you have requested to be \$237.50.

This estimate is derived as follows:

* One (1) UMMS employee working ten (10) hours at \$25.00/hour to search and segregate the potentially responsive documents, however, as previously advised the first four hours of this person's time is waived, and accordingly, this charge is only for six (6) hours at \$25.00 / hour (\$150.00).

* One (1) UMMS employee working two (2) hours at \$25.00/hour (\$50.00) to develop and oversee the search process and ensure all potentially responsive documents are located.

* Two (2) UMMS employees working a total of one and one-half (1 1/2) hours at \$25.00/hour (\$37.50) to review and potentially redact and/or exclude any documents that may be exempt from the Public Records Law.

Although we obviously have not completed the work related to your Request (which will not fully commence and conclude until after we have received your payment of the above cost estimate), it appears there may be approximately 75 pages of potentially relevant

documents. However, it also appears most likely that some of these pages are barely full and also that a good portion of the documents may be duplicate streams (covering many of those approximate 75 pages). The remaining information, including the address for submission and right to appeal remain the same as stated in our original communication. We sincerely apologize for any confusion this may have caused.

Regards,

Maureen Zuromsky, CHPC
Manager of Data Privacy and Security
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From: Healy, James <James.Healy@umassmed.edu>
Sent: Monday, December 24, 2018 12:15 PM
To: Choi, Candice <CChoi@ap.org>
Cc: Zuromsky, Maureen <Maureen.Zuromsky@umassmed.edu>; Berryman, Jennifer <Jennifer.Berryman@umassmed.edu>; Shelton, Mark (Communications) <Mark.Shelton@umassmed.edu>
Subject: Re: Public Records Cost Estimate

Ms. Choi:

The Medical School is not open today except for essential staff. Accordingly, I am not able to answer all of your questions until Wednesday. Sorry fo the inconvenience.
James G. Healy, J.D.
Associate Vice Chancellor for Management
University of Massachusetts Medical School
(ph) 508-856-2007

On Dec 24, 2018, at 11:56 AM, Choi, Candice <CChoi@ap.org> wrote:
Good afternoon,

Thank you for providing the breakdown.

* Can you clarify why it would take 18 hours to search for the responsive documents? In other records requests, institutions simply have someone in their IT or records office search for the specified terms. In this case, that would be a search of Craig Mello's email account for just two terms -
- @hejk@sustc.edu.cn and @heJiankuiLab@gmail.com.

* Why would an additional employee be need to develop and oversee the search process described above?

Also, it would be great if you could let me know if you have already conducted a preliminary search to gauge the potential volume of responsive records. If so, please let me know the estimated number of pages for the responsive records.

Sincerely,

Candice Choi
212-621-7267

From: Healy, James <James.Healy@umassmed.edu>
Sent: Monday, December 24, 2018 11:46 AM
To: Choi, Candice <CChoi@ap.org>
Cc: Zuromsky, Maureen <Maureen.Zuromsky@umassmed.edu>; Berryman, Jennifer <Jennifer.Berryman@umassmed.edu>; Shelton, Mark (Communications) <Mark.Shelton@umassmed.edu>
Subject: Public Records Cost Estimate

Ms. Candice Choi
The Associated Press
Via email: cchoi@ap.org

Dear Ms. Choi:

First, allow me to sincerely apologize for not being able to email you last week, but several meetings and the Holiday Season prevented me from doing so. As I believe you are aware, in response to your Massachusetts Public Records Law request, we may charge a fee, after the first four (4) hours, for the time spent searching, redacting, photocopying and refiling a record covered under M.G.L. c. 66, § 10. At this time, we have made a good faith estimate of the fees necessary to produce the records you have requested to be \$437.50.

This estimate is derived as follows:

* One (1) UMMS employee working eighteen (18) hours at \$25.00/hour to search and segregate the potentially responsive documents, however, as explained above, the first four hours of this person's time is waived, and accordingly, this charge is only for fourteen (14) hours at \$25.00 / hour (\$350.00).

* One (1) UMMS employee working two (2) hours at \$25.00/hour (\$50.00) to develop and oversee the search process and ensure all potentially responsive documents are located.

* Two (2) UMMS employees working a total of one and one-half (1 1/2) hours at \$25.00/hour (\$37.50) to review and potentially redact and/or exclude any documents that may be exempt from the Public Records Law.

(please note each of the employees' actual hourly rates are significantly higher than \$25/hour, but in accordance with the law, UMMS is only permitted to charge \$25/hour)

(please also note that although UMMS is permitted to charge a copying fee of

\$.05/page, we are waiving these fees unless we determine there is a voluminous amount of documents that must be produced)

Once we receive your payment, we will begin the process to provide you with our response to your Public Records Law Request. If the actual total cost of production exceeds this best estimate, we will advise you of the additional cost; if the total cost is less than the estimate, we will refund that amount to you.

Kindly forward a check to my attention (address below) made payable to University of Massachusetts Medical School in the amount of \$437.50.

Under Chapter 66 of the General Laws, you have the right to appeal our disposition of your request to the Supervisor of Public Records, Office of the Secretary of State, pre@sec.state.ma.us and the right to seek judicial review of an unfavorable decision by commencing a civil action in the superior court under subsection (c) of section 10A.

Regards,

James G. Healy, J.D.
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